

**Department of the Navy
Standard Procurement System
Configuration and Implementation Management Board
April 28, 1999**

Ms. Mary Jo Johnson- Performance Support Forum

1. Ms. Johnson stated that v4.1a was fully accepted last night at the PMO. Ms. Johnson stated the next step is for Mr. Gary Thurston to determine deployment.
2. Mr. Mike Dow, AMS, recommended that 3-4 selected representative sites should be chosen for AMS to perform real world installs and analysis prior to full-scale deployment of v4.1a.
3. Mr. Dow, responding to a question from Mr. Toni, stated that if a site has a security model and vendor database, but not producing contracts in SPS, an Upgrade is recommended vs. a new re-install.
4. Mr. Dow stated that the Upgrade from v4.1 to v4.1a will be available as a download from the web and Ms. Jan Gosnell, SPAWAR Charleston, finished testing it last week and it was successful and the process only took a few hours.
5. Ms. Johnson stated that she would seek confirmation of deployment plans with claimants in the next week and then confirm resource allocation with AMS.
6. Ms. Johnson stated that attendance in scheduled classes is a MUST! Claimants should let the CMO know if a cancellation must happen.
7. The Charleston classes indicated the need for refresher training before an Upgrade class, if users are not active on PD2. Ms. Johnson stated that 2-3 weeks prior to the general training class, a Superuser at the site should lead a discussion/demonstration for the other users and have them become reacquainted with PD2. This needs to be driven at the site level. A Computer Based Training (CBT) disk is available from AMS. This can aid users who need in-house refresher training get ready prior to the Upgrade class.

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15. Information will be available via a Knowledge Management Tool via the web. Champions are needed at each site. Mr. Mills stated AMCI, a Navy Contractor, is working with the CMO on Knowledge Management and will be developing templates to deploy to all the Claimants for sites to use. This is a supplement to the contacts sites will have with one another from the Regional Support Group meetings.
16. Ms. Johnson stated the Performance Support Group regions were chosen to draw from large populations of Navy SPS users. Mr. Frank Murray, NAVSUP, stated NAVSUP opened a chat room for users from regionally distributed sites to help one another.
17. Ms. Johnson stated that a bi-monthly conference in June in Washington, DC would start the process of identifying lessons learned, accomplishments, and problem/challenges. The CMO will fund one person from each region to travel to Washington to attend the meeting.
18. Ms. Johnson displayed the CCR output (see brief). AMS will post the script today on the AMS web site. Ms. Charlean Sinkfield, MSC, stated that she had reviewed the script and recommended that individuals with Sybase knowledge should perform the task of running the SQL script. Ms. Johnson stated that a site could utilize Sybase talent within their region for help under the Regional Performance Support concept.
19. Ms. Johnson stated that a User Group is being formed to focus on connectivity. Mr. John Forbes, AIES, will be the POC and it will include individuals from Europe,

NAVFAC, USMC, BUMED, AMS and other services that are experimenting with Thin Client for connectivity.

20. Mr. Frank Murray, NAVSUP, reminded the CIMB members that security and firewall issues need to be considered, as this was a major issue NAVSUP faced during the v4.0 installs. He stated that it is very important to know procedurally what needs to be done for scheduling purposes. FISC San Diego has been successful in utilizing Thin Client and surmounting the firewall issues. In addition, Corona, Monterey and some northern remote sites should be contacted to pull from their experiences. DISA is using Citrix for email to remote sites and if a CAP Assessment has been completed for DISA, it could be utilized for the Navy. Ms. Sinkfield, MSC, stated that MSC is planning to use Citrix and is presently testing between Norfolk and Washington. MSC is investigating the enterprise license that is available from Citrix and offered to share any knowledge gained during the testing.
21. Chuck Mills --The CMO will VTC into regions with Performance Support Groups. The Claimant leads will be heavily involved in having users gather information and flow it up so the CMO, PricewaterhouseCoopers, and AMS can enhance the information for a knowledge management solution. The goal is to get specific information back to the users.